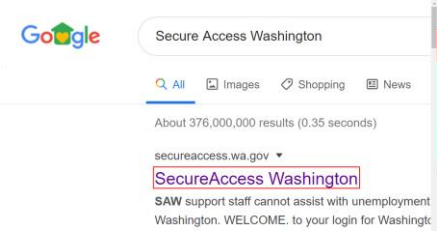
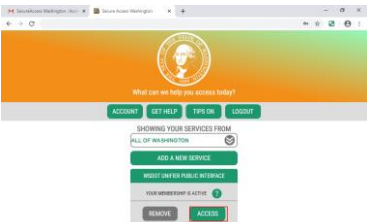
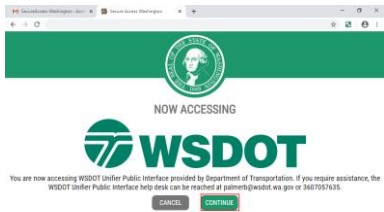
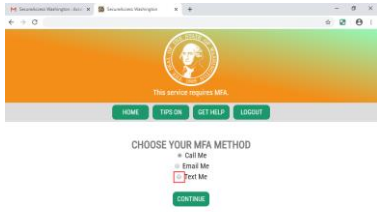
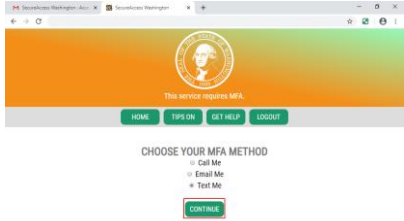

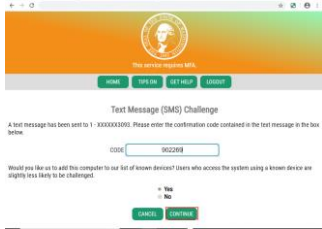



SAW-2: Second Time & After Access

Step	Action
1.	<p>Open Google Chrome web browser; search for Secure Access Washington</p> <p>(Note: Google Chrome is the recommended browser for accessing Unifier; in order to access Unifier in Chrome, must initiate Secure Access Washington in Chrome)</p> <p>Click on the SecureAccess Washington link (secureaccess.wa.gov)</p> <p>(Note: You can also save a shortcut to your desk top, for Secure Access Washington, so that you do not have to do this step every time.)</p> 
2.	<p>Enter LOGIN information and click SUBMIT</p> 
3.	<p>Click ACCESS</p> 

Step	Action
4.	<p>Click CONTINUE</p> 
5.	<p>CHOOSE YOUR MFA METHOD; a code will be sent to the chosen MFA method (Phone Call, Email, or Text). This code must be entered in a follow on step, in order to proceed through the SAW sign on process and access Unifier.</p> <p>(Note: MFA = Multi-factor Authentication; the use of more than one user authentication method to verify a user's identity when logging in)</p> 
6.	<p>Click CONTINUE</p> 
7.	<p>Confirm the chosen MFA method (Phone Number or Email Address) is correct, then click CONTINUE</p> <p>(Note: If the MFA method (Phone Number or Email Address) is not correct, click CANCEL, and select a different authentication method, per the directions noted in SAW.)</p> 

Step	Action
8.	<p>Enter the CODE you were provided through your chosen MFA method (Phone Call, Email, or Text), then click CONTINUE</p> 
9.	<p>UPDATE YOUR CONTACT INFO? If your Contact Information has changed, click UPDATE, then follow directions provided for updating; if your Contact Information has not changed, click</p> 
10.	<p>You will be sent directly to the Unifier home page. End of Procedure.</p>